

Administration of Limited Repair Loan Program

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The City of Raleigh's Housing & Neighborhood Department Community Development Division seeks qualified non-profit and for-profit organizations to administer its Limited Repair Loan Program. The Limited Repair Loan Program provides zero-interest, forgivable loans of up to \$7,500 to low-income homeowners for the purpose of making repairs that, if left unattended, pose a threat to the occupants' health and/or safety.

The organization submitting the winning proposal will administer the Limited Repair Loan Program from beginning to end: marketing the service, qualifying eligible homeowners, underwriting all loans, overseeing development of repair specifications for each home, bidding out the work, managing all bids and selecting contractors, ensuring repairs are properly completed and homeowners satisfied, ensuring liens are properly recorded, and documenting all work done, overseeing Warranty work for one year after completion of each project, and submitting claims for reimbursement.

For a copy of the RFP, please contact Valerie Malloy via email at Valerie.Malloy@raleighnc.gov or by phone 919-996-6955.